

NEWTON PUBLIC SCHOOLS

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Memorandum

TO: David Fleishman, Superintendent
School Committee

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: April 7, 2014

RE: Angier Elementary School Project
Carr School Swing Space Project
Zervas Elementary School Project
Cabot Elementary School Project

This update addresses information on the Angier Elementary School project, the Carr School swing space project, the Zervas Elementary School project, and the Cabot Elementary School project.

I. Angier Elementary School Project

The Design Review Committee (DRC) reviewed and certified the construction bid documents for the Early Site Work Package, GMP#1 (Guaranteed Maximum Price) at their March 19, 2014 meeting in accordance with Section 5-54 (c) of the City ordinance. In order to facilitate the start of building construction, on March 24, 2014 W.T. Rich, the project's Construction Manager-At Risk, released this package for bidding by subcontractors. Early site work will be comprised of site preparation, selective site and building demolition, construction of a retaining wall abutting the MBTA property and protection and monitoring of abutters.

A contractor site visit for prospective bidders was held on April 1, 2014. The bids for GMP #1 will be submitted by W.T. Rich to the City for review in mid-April 2014 and execution by the end of April 2014. The award of GMP#1 will allow the selected sub-contractors to purchase materials and mobilize their crews to begin work as soon as the school is closed. The execution of the early site work package allows for the earliest possible start of construction of the school building and thus timely completion of the project. Construction on the early site work is anticipated to begin at the end of June 2014.

The project team held a joint status update meeting of the Angier School Building Committee (ASBC) and Design Review Committee (DRC) on April 3, 2014. This meeting also included a preliminary update on traffic planning for offsite improvements. This work will continue, led by the City's Director of Transportation. The DRC will receive another status update, including information on energy utilization, on April 16, 2014. As construction is about to begin, the Angier Working Group is setting up monthly community meetings to discuss construction operations. The meetings will be held on the second Thursday of every month at 7:00 pm prior to

the Waban Area Council meeting which is held at the Brigham House at 20 Hartford Street in Newton Highlands. The first meeting will be held on May 8, 2014.

Key upcoming dates are as follows:

April 16, 2014	DRC construction document progress review with a focus on energy use
May 8, 2014	Community update on construction operations

II. Carr School Swing Space Project

Building construction is on schedule. The new windows have been installed and they are both in keeping with the original style and highly energy efficient. Interior painting continues throughout the building and is approximately 45% complete. Once painting is complete, installation of flooring will begin. Interior mechanical, electrical, plumbing and fire protection work is ongoing. The elevator addition is complete and the elevator cab is in place and will be operable by May 2014. Installation of classroom lighting fixtures is completed at the mock-up room. Installation of toilet room tiles is well underway and when all are complete the installation of plumbing fixtures will begin. The new exterior doors are on site and installation has commenced. The majority of the HVAC units will be delivered the week of April 7, 2014 and installation will follow. The new generator is on site. The Parks and Recreation Department is working on a plan to relocate the playground equipment from the Angier School to the Carr School once school is dismissed for the summer. On April 10, 2014, the aldermen and school committee members that represent the Carr community are holding a community update meeting to discuss transportation and parking planning issues.

III. Zervas Elementary School Project

The Zervas School Building Committee (ZSBC) and Design Review Committee (DRC) met on April 3, 2014 to review and evaluate feasibility site options on the Zervas site and an expanded site being explored by the City. These options were prepared by the Design Partnership of Cambridge, the project's architects. The options include the existing site and an expanded site. The meeting was open to the public and flyers announcing the meeting were distributed to the parent community. The meeting was also televised live on NewTV. Members of the public attended the meeting and were invited to ask questions and to provide input on the site options. The public comments and the input from members of the School Building Committee and Design Review Committee yielded a variety of helpful questions and suggestions, in particular about the placement of the proposed building on the site, the need for a gathering space, and the best mix of parking, play and green space. The educational program is fully met in all the initial site options. In the next few weeks more work will be completed on the site options with the goal of having a preferred site option selected in May 2014. Plans are being made for updates to various committees and boards in the weeks ahead.

For more information, including materials such as the educational program, feasibility site options and selection matrix, please use the following link to access the project page:

[Zervas Project Page](#)

IV. Cabot Elementary School Project

On March 26, 2014, the MSBA Board of Directors voted to invite the Cabot Project into the feasibility study phase. As a result, meetings of the Cabot Working Group and joint meetings of the Cabot School Building Committee (CSBC) and Design Review Committee (DRC) will begin. The working group has set preliminary plans to meet on April 10, 2014 and for the CSBC/DRC to meet on April 17, 2014. The first meeting of the CSBC/DRC will be an organizing meeting to introduce members to each other and to the working group as well as to provide an overview of the MSBA building construction process.

As required by the MSBA, the feasibility phase's initial focus will be on hiring an owner's project manager (OPM). The Request for Services (RFS) must be finalized by April 22, 2014. As with the Angier School Project, procurement of the OPM will require the melding of the MSBA process with Newton's city procedures and MSBA requirements. After the city receives applications, interviews will be held by the City's Designer Selection Committee (DSC). After the City has selected OPM and negotiated a contract, information on the selection process, indicating the City's selected OPM, must be submitted to the MSBA's OPM Review Panel for approval. Once hired, the OPM will assist in designer selection which is handled through the MSBA's Designer Selection Panel. The feasibility study will begin after the designer is hired.

Key upcoming target dates are as follows:

April 8, 2014	Submit Draft OPM RFS to MSBA for review and comment
April 11, 2014	Draft OPM RFS distributed to CSBC/DRC for review
April 17, 2014	CSBC/DRC meeting and vote to advertise OPM RFS and to utilize the City's DSC selection process
April 22, 2014	Finalize RFS for OPM with MSBA/submit to Central Register
April 30, 2014	RFS for OPM appears in Central Register and Newspaper
May 14, 2014	OPM responses due to City
May 21, 2014	DSC develops short-list of OPM respondents for interviews
May 28, 2014	DSC conducts interviews; ranks top 3 finalists to submit to Mayor
	DSC ranks top 3 OPM finalists and submits to Mayor
June 2-8, 2014	Negotiate with selected OPM respondent
June 11, 2014	Submit final OPM selection to MSBA
July 7, 2014	MSBA OPM Panel Review, if required
July 8, 2014	OPM contract executed